



Child Care Outlook

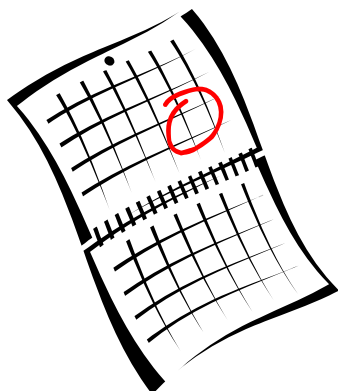
Volume 2, Issue 2

July 2008



OCCL on the Internet: <http://azdhs.gov/als/childcare>

Renewal Application Process Changes Have Arrived!



With the passage of House Bill 2366, signed by Governor Napolitano on April 22, the process for renewing licenses and certificates has changed. Although the same application forms and supporting documents are still required, issuing the renewal license or certificate no longer requires a compliance inspection. Once the application forms and documents are reviewed and determined to be complete and accurate, the renewal license or certificate will be issued.

Please note that in order to be complete a renewal application must now include certification of citizenship or legal residency (if it hasn't already been submitted) and a current staffing report.

There will continue to be compliance inspections, but the timing of the inspections will no longer be tied to the license/certificate expiration date. At least one inspection per year is required for centers and at least two inspections per year for group homes.

In addition, HB2366 removed the notarization requirement for the application form and criminal history affidavits. Another change allows the Department to accept electronic applications via the Internet as well as paper applications. However, it will likely take several months to create the necessary website before applications can be submitted on-line. Until then, applications will continue to be accepted in paper form.

Separating the compliance inspection from the renewal application process will allow surveyors to better schedule their surveys. Currently, between 150 and 200 providers have license/certificate expiration anniversaries each month, but July has over 400 and August 350. Rather than tying annual and renewal inspections to the license expiration month, surveyors can schedule their inspections any time throughout the year.

A "Frequently Asked Questions" document is available on the OCCL website home page at www.azdhs.gov/als/childcare. Click the link under *New Licensing Process and Compliance Inspections*. There is also a link to HB2366 as well.

Tucson, Phoenix Offices Welcome New Surveyors

The Tucson Child Care Licensing Office has four new Licensing Surveyors who have come on board recently: Alicia Taylor, Grace Duran, Fernando Lopez and Soyica White. They bring the number of licensing surveyors for the Tucson area to a total of 10, with two Team Leaders. In addition, The Phoenix Office has one new surveyor, Norman Podrazik; Phoenix now has 28 surveyors in five teams.



Having grown up in Northern California, Alicia Taylor moved to Tucson 6½ years ago for more affordable real estate so she could accommodate her expanding family.

Her background is in teaching, but her past experience encompasses a wide range of social work and various educational positions. Upon moving to Tucson, Alicia initially did in-home child care and then accepted a position at a prison as a GED instructor. After that, and right before coming to the OCCL, she worked for AZ State DDSA as a disability examiner, determining disability under SSA laws.

She lives in Oro Valley with her husband Jay, two sons Logan and Garrett, and their Spaniel named Frisco. “In my free time I enjoy gardening, home décor, reading, making jewelry and crossword puzzling.... but most of all, spending time with my family. And I am happy to be joining the superstar members of the ‘A Team’ at the OCCL!”

Grace Duran, new member of the Tucson ‘B Team,’ is a native Tucsonian. She has worked with Tucson Unified School District for ten years as a State Licensing liaison and preschool teacher for the PACE program. She earned a BA degree in Elementary Education from the U of A and received her MA degree in Early Childhood this May.

Grace has been married 15 years and has 3 children (Sara, 14 years old; Christina, 12 years old; and Stephen, 11 years old). “In my spare time I enjoy playing a multiplayer online role-playing game with my husband and watching movies with my kids.”



Francisco G. Lopez is a native Arizonian and has lived in the state for the entire 33 year’s of his existence. Francisco has two beautiful boys seven and five and a lovely wife of nine years. Francisco has been employed in the Social Work field for most of his adult life working for the Arizona Children’s Association as a residential treatment counselor, as a detention officer and probation officer for three plus years for the Pima County Juvenile Court Center.

Francisco received a Bachelors of Science in Human Services from the University of Phoenix and then his teaching credentials from Pima Community College. Francisco taught math and reading at the middle school level and went on to teach history at the high school level for Tucson Unified School District before joining the Child Care Licensing A-team in Tucson AZ.

Francisco enjoys college football and basketball, the NFL, and fishing Arizona’s lakes and streams. He’s part of the Tucson ‘A Team.’



Soyica White comes to the Department of Health Services with an extensive background in Mental Health and Developmental services for ages 3-21.

Soyica has served within the Human Services field for the past 11 years ranging from direct care to administrative levels in both the public and private sector.

Soyica also has studied and worked within Community Economic Development and Brownfield's Programs. He is part of Tucson's 'B Team.'

Norm Podrazik comes to the OCCL Phoenix office from the Office of Behavioral Health Licensing where he worked for over four years. Prior to that, Norm worked for Child Protective Services as a Foster Home Investigator, Child Abuse Investigator, and Case Manager for over eight years.

In Chicago, Norm worked at several different agencies which involved child welfare. Norm has a B.S. degree from Southern Illinois University in Carbondale, IL. He is currently working on his Master's degree at A.S.U.

Norm and his wife Miriam moved to Arizona from Chicago thirty years ago. They have two children, a son and a daughter. Their daughter, Natalie, is a Special Education Kindergarten teacher for the Scottsdale School District. Son Patrick is a Speech Therapist, also at the Scottsdale School District. When not working, Norm enjoys listening to and playing music, sports, and reading. He is excited to be member of the Child Care Licensing Phoenix Team D.



Surveyor Caseloads Are Reassigned

Periodically it is necessary for the Office of Child Care Licensing to reassign surveyors' facility caseloads, especially when new surveyors come on board. This helps to balance caseloads by geography and license renewal dates, and also helps develop consistency in compliance surveys and complaint investigations.

If your facility is reassigned to a different surveyor, you will typically receive a letter of introduction from your new surveyor. If you have any questions, this is the surveyor you may call for answers. Because surveyors are frequently out of the office, you may either leave a voice-mail message for your assigned surveyor, or if your questions are of a general nature you may instead ask to speak to the Surveyor on Duty when you call the Office.

Each Office always has a Surveyor on Duty available during business hours to answer walk-in or telephoned questions. If you get the Surveyor's voice-mail, leave your name, phone number and a brief message and the Surveyor will return your call.

Office of Women and Children Provides Child Care Charts



The Office of Women and Children has made available two flip charts on its website that are of value to child care providers. The first is on communicable diseases and the second provides safety information.

The charts are in PDF format and may be downloaded and printed. The website address is: www.azdhs.gov/phs/owch/publicat.htm Scroll down to the heading “Early Childhood Education Project” to find the links to the two charts.

The *Communicable Diseases Flip-Chart* includes reportable diseases and reporting contacts, and a list to communicable diseases with signs and symptoms, immediate intervention required, incubation and contagious periods, how the disease is transmitted and when a child needs to be excluded from child care attendance. It also has a section on handwashing steps, sanitizing solutions, diaper changing steps, a sample Parent Alert Letter, and more.

The *Safety Information Flip-Chart* includes handling emergency situations and first aid guidelines for emergencies such as insect and animal bites, seizures, diabetes, and other injuries and illnesses. There is also a section on preventing accidents and injuries.

Although not a substitute for first aid training, these are excellent resources for refreshing proper procedures and as a reference during emergencies.

Change in Enforcement Action Information on OCCL Website



The reporting of facility Enforcement actions on the OCCL website has been changed. Enforcement actions used to be updated quarterly on the website. Now, however, Enforcement actions will be posted as they are finalized.

The public has access to Enforcement actions through the OCCL website by clicking the “Facility Search” link under the *Facility Information* heading, or through the www.azcarecheck.com website. Along with inspection reports, the facility search form will either return a notice “No Enforcement Actions for this Provider” or will bring up the finalized actions if any were taken.

Enforcement action information remains on the website for three years after the action was taken.

“Child Care Outlook” is published on the Internet by the Office of Child Care Licensing, Arizona Department of Health Services; Lourdes B. Ochoa, State Licensing Manager; edited by David Douglas, Programs and Projects Specialist II. For comments and suggestions, e-mail to douglad@azdhs.gov or phone 602-364-3240.